

Draft Scope of Work for Asian American Quality of Life Study

June 6, 2014

Background

On October 24, 2013, the City Council adopted Resolution 20131024-085 directing the City Manager to (1) conduct facilitated discussions in collaboration with community partners about Asian American quality of life issues in Austin; (2) produce a Community Scorecard; (3) develop strategies to address the findings of the Asian-American Health Assessment, the facilitated discussions, and the Community Scorecard; and (4) report back to Council with recommendations for enhanced or new programs and practices.

Scope of Work

Consultant will conduct a literature review to determine how other similar studies to examine quality of life issues have been conducted in the past for Asian Americans as well as other minority communities. Based on the literature, consultant will propose a Study Plan that consists of two parts: (a) a summary of what has been done to study Asian American quality of life issues and elements of those studies that would be useful to incorporate in Austin's Asian American Quality of Life Study (Study), and (b) the Study Plan to accomplish items (1) through (3) of the Council resolution as identified above. The Study Plan proposal will describe Consultant's approach to conducting the Study and gathering data, and should include an outreach plan, community forums, methods of data collection and timeline.

The Consultant will present the Study Plan proposal to the Asian American Quality of Life Advisory Commission (AAQOLAC) for discussion and feedback to the City Manager as to the conduct of the Study.

Deliverables

1. Study Plan Proposal, to include summary of other similar efforts.
2. Progress reports for the AAQOLAC and City Manager team.
3. Study Report document, identifying Asian American Quality of Life issues and Community Scorecard. Consultant will be prepared to make presentations to Community Leaders (to be identified), AAQOLAC, City Manager and City Council.